

**MINUTES OF THE SPECIAL CALLED JOINT MEETING
RIVER OAKS CITY COUNCIL
RIVER OAKS PLANNING & ZONING COMMISSION
MARCH 25, 2017**

COUNCIL MEMBERS PRESENT:

MAYOR HERMAN EARWOOD
MAYOR PRO TEM JOE ASHTON
COUNCIL MEMBER JOANN BUTLER
COUNCIL MEMBER STEVE HOLLAND
COUNCIL MEMBER BRUCE SCOTT
COUNCIL MEMBER JOANN GORDON

STAFF PRESENT:

CITY SECRETARY MARVIN GREGORY
POLICE CHIEF AVIN CARTER
PWD GORDON SMITH

PLANNING & ZONING COMMISSION MEMBERS PRESENT:

CHAIRMAN JAMES MYRICK
V-CHAIRMAN (PL 3) RUTH TEAGUE (ARRIVED AT 8:03 A.M.)
MEMBER PAUL SIMPSON, PLACE 4
ALTERNATE MEMBER HUB MAKARWICH
ALTERNATE MEMBER SHERRIE DAST

PLANNING & ZONING COMMISSION MEMBERS ABSENT:

MEMBER KATHY RODDEN, PLACE 2 (NO RESPONSE)
MEMBER BRAD GALLMAN, PLACE 5 (WORK CONFLICT)

1. CALL TO ORDER

With a quorum present, Mayor Earwood called the Special Meeting of the **River Oaks City Council** with all members present to order at 8:00 a.m. on Saturday, March 25, 2017 at the River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

With a quorum present, Chairman Myrick called the Special Meeting of the **River Oaks Planning and Zoning Commission** with all members present except for Members Rodden and Gallman to order at 8:00 a.m. on Saturday, March 25, 2017 at the River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION

CM Holland delivered the Invocation.

3. PLEDGE OF ALLEGIANCE TO UNITED STATES FLAG AND THE TEXAS FLAG

CM Holland led the pledges of allegiance to the United States and the Texas Flags.

4. **WORK SESSION:** STRATEGIC PLANNING PERTAINING TO THE ESSENTIAL AREAS OF MUNICIPAL OPERATIONS, DEPARTMENTS AND ADMINISTRATION THAT MAY INCLUDE BUT IS NOT LIMITED TO JOINT DISCUSSIONS WITH THE PLANNING AND ZONING COMMISSION RELATED TO THE ZONING ORDINANCE AND OF PROPOSED ZONING TEXT AMENDMENTS; COMMUNITY CENTER OPERATIONS; INFRASTRUCTURE IMPROVEMENTS, DEVELOPMENT, LAND USE, BUDGETING AND REVIEWING THE CITY CHARTER.

CM Members Holland and Ashton started off mentioning that the purpose of this joint meeting was to get recommendations from the Zoning Commission on proposed zoning text

amendments. Mayor Earwood then turned the meeting to CS Gregory who summarized the following issues that are the main focus of this meeting:

1. Driveways/hard surface requirements/Yard Parking
2. R-4 Development requirements regarding the yard depth requirement of 110-feet.
3. Masonry requirements in commercial zoning districts; currently 75% masonry
4. Rezoning the city for commercial development

The discussions began first with Driveways/hard surface requirements/Yard Parking. CS Gregory presented pictures of numerous unimproved driveways throughout the city and with each picture described the violation. Mayor Earwood posed that regardless of the outcome, gravel driveways needed to be enforced universally throughout the city.

Road Base was brought up stating that it shouldn't be considered a hard surface. CS Gregory stated road base is used to stabilize the driveway base but usually a 2-inch layer of gravel or other type surface is applied over the road base. Mayor Earwood suggested for those people that needed less than a truck load of gravel; to have the option of purchasing it from the city. Other discussions between both the Zoning Commission and the City Council included that gravel driveways would not be permitted to remain once a new certificate of occupancy inspection occurred, gravel size that should be allowed, whether or not existing driveways can continue to be maintained and of bordering requirements?

CM Gordon stated this may be a little contradicting since the ultimate goal is to require concrete driveways. After further discussions it was agreed that the City Administrator pursue a workshop with the Planning and Zoning Commission that would cover whether or not there should be a grace period for gravel driveways, define gravel possibly including the permitted gravel size and to define bordering.

Next was the discussion over Lot depth requirements in R-4 Single Family Zoning Districts. In the discussion traffic along Yale was discussed and the fact there are a lot of developments that are on-going on smaller sized lots. Ruth Teague said but we shouldn't want to change it in all residential zoning districts because there are people who still want the larger lots. It was agreed that the requested change in lot depth from 110-feet to 80-feet only be in R-4 Residential Zoning Districts and even then it should only apply to corner lots that front on two streets. CM Ashton recommended that we check on other cities zoning ordinances about depth requirements.

Mayor Earwood called for a break at 9:30 A.M. Council returned back into open session at 9:42 A.M. Next up for discussion was:

Masonry requirements in commercial & Residential zoning districts:

Gregory again showed pictures of both commercial and residential buildings. CM Holland again expressed the concern that even in residential zoning districts metal

accessory structures take away from the appearance of the house in that the metal clashes with the house not being of the same construction material. His question is if this is what the city really intended to be allowed in our residential developments?

A lot of discussion occurred about requiring carports to be integrally built and of the same material as the house. There was discussion about possibly prohibiting metal carports except when located in the backyard. Both the Council and Zoning Commission seemed to be in favor to keep the 75% exterior masonry requirement on new buildings in Commercial and that the ordinance should be amended with language requiring that in calculating the 75% masonry requirement it be on the new building and not using the existing walls of other buildings on the lot to help make up the 75%. **Council Members would like to have the Planning and Zoning Commission come back with a recommendation.**

Next up was the discussion regarding rezoning the city for commercial development. CS Gregory displayed the zoning map on the screens. Two areas were pointed out for commercial redevelopment; one in the triangular area behind the shopping center across from city hall including Arc, Long to Ohio Garden and back to Green Oaks; the other area was also triangular in shape north of Truman in an area along the 800 block of Yale to Black Oak and back west to Roberts Cut Off. It seemed to be the consensus of both the council and the zoning commission that the city not consider rezoning at this time but instead wait for the developers to present their plan for development and then consider at that time whether rezoning is warranted or not. **Council Members would like to have the Planning and Zoning Commission come back with a recommendation.**

Question came up about the notice on the city sign about Spence Pharmacy not closing. Mayor explained that the owner of Spence Pharmacy had contacted him about it being on the city website about them closing and there was no truth to that statement. Mayor informed her that the message she read was not on the city website but on a social media site not connected to the city. He told her he would display that they were not closing on the city's electronic sign even though that is something we don't normally do.

Mayor Earwood introduced PWD Gordon to the members of the Planning and Zoning Commission.

ADJOURNMENT OF PLANNING & ZONING COMMISSION:

With that Member Simpson made the motion seconded by Member Teague to adjourn the Planning and Zoning Commission Meeting. All voted "Aye". Adjournment at 11:03 A.M.

Mayor Earwood announced at this time that only the Zoning Commission was adjourning, the work session for the City Council shall continue.

The Community Center Co-Directors summarized their need to update the rental policies, however the updated forms that were given to CS Gregory from them was the wrong ones. It was discussed about Monitoring requirements and deposits for Civic Groups. Mayor Earwood directed that they meet with CM Butler and bring back the recommendations for revisions to the Council for approval.

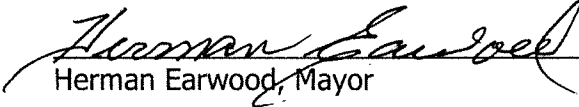
5. ACTION, IF ANY, FROM WORK SESSION


None.

6. ADJOURNMENT

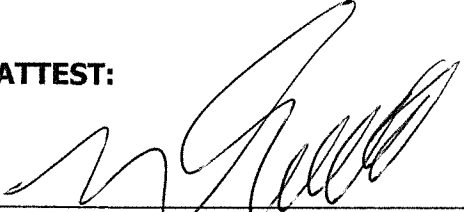
CM Holland moved, seconded by CM Ashton to adjourn. All voted "AYE". Adjournment at 11:17 P.M.

APPROVED:


Herman Earwood, Mayor


James Myrick, P&Z Chairman

ATTEST:


Marvin Gregory, City Secretary